

**TOWN OF MÉTIS-SUR-MER
PROVINCE OF QUEBEC**

**REGULAR COUNCIL MEETING
HELD ON NOVEMBER 7, 2022**

MINUTES of the regular meeting of the Council of the Town of Métis-sur-Mer held on Monday, November 7, 2022 at 7:30 p.m.

Present are Councillors Carmen Migneault, Simon Brochu, Christopher Astle, Raynald Banville and Tracy Sim forming quorum under the chairmanship of Mayor Jean-Pierre Pelletier.

Also present: Mr. Stéphane Marcheterre, Director General and Clerk-Treasurer.

1. Opening of the meeting.

OPENING OF THE MEETING
RESOLUTION #22-11-158

It is proposed by Councillor Ms. Tracy Sim and unanimously resolved that the meeting of the Council of the Town of Métis-sur-Mer be opened at 7:30 p.m.

2. Reading and adoption of the agenda.

RESOLUTION #22-11-159
READING AND ADOPTION OF THE AGENDA.

It is proposed by Councillor Mr. Raynald Banville and unanimously resolved to adopt the following agenda for the meeting:

- 1. Opening and attendance**
- 2. Reading and adoption of the agenda**
- 3. Approval of the minutes of :**
 - 3.1** The regular meeting held on October 3, 2022;
- 4. Monthly Committee Reports**
 - 4.1** MacNider Borough;
 - 4.2** Local Development Committee;
 - 4.3** Recreation Committee;
 - 4.4** Library Committee;
 - 4.5** Beautification Committee.
 - 4.6** Lighthouse Committee;
- 5. Treasury**
 - 5.1** Accounts payable;
 - 5.2** Filing of comparative statements as of October 31, 2022;
- 6. Administration**
 - 6.1** Confirm the September 2022 CPI for 2023 municipal employee salaries;
 - 6.2** Pro-mayors 2023;
 - 6.3** 2023 Board Meeting Schedule;
 - 6.4** Adoption of By-law 22-162 - Amendment to By-law 18-123 - on contract management;
 - 6.5** To mandate a notary to make the transfer of the land Place des Marronniers to Construction Métis;
 - 6.6** To approve the draft document "Strategic Plan 2030 Métis-sur-Mer";
- 7. Public works**
 - 7.1** Place des Marronniers - extension of services - offer of service from Tetra-Tech QI Inc.
 - 7.2** Windbreak project;
 - 7.3** Winter maintenance of 5^e Padua Row ;
 - 7.4** Tabling of the 2021 Drinking Water Conservation Strategy Report;
 - 7.5** Countdown #4 - MacNider - McLaren paving;
 - 7.6** Purchase a Honda snowblower - accumulated surplus not reserved and sell the existing Yamaha snowblower;
- 8. Urbanism**
 - 8.1** To appoint Ms. Nathalie Girard and Mr. Michel Fontaine to the CCU for a period of 2 years;
 - 8.2** Request for minor exemption at 167, route 132;
 - 8.3** To mandate the MRC de la Mitis to prepare a by-law on specific construction, alteration or occupancy projects;
- 9. Fire and Emergency Services**
 - 9.1** New Firefighter Training 2023 - Grant Program;
- 10. Leisure and culture**
 - 10.1** Hooked on School Days from February 13 to 17, 2023;
 - 10.2** Rink maintenance 2022-2023 and access upgrade;

- 11. Question Periods (Reg. 18-122 - 30 minutes max.)
- 12. Adjournment of the meeting

3. APPROVAL OF THE MINUTES OF:

3.1 The regular meeting held on October 3, 2022.

RESOLUTION #22-11-160
APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF THE TOWN OF MÉTIS-SUR-MER HELD ON OCTOBER 3, 2022

A copy of the minutes of the regular meeting of the Town of Métis-sur-Mer held in the Council Chambers, 138 Principale, Métis-sur-Mer on Monday, October 2022 at least twenty-four hours prior to this meeting has been received by each member of Council and is hereby dispensed with by the Clerk (Sec. 333, CA).

It is proposed by Councillor Ms. Carmen Migneault and unanimously resolved to approve the minutes.

4. MONTHLY REPORTS FROM SUBCOMMITTEES.

4.1 MacNider Borough Council

- 1. Renewal of the agreement for the supply of petroleum products;
- 2. Requests from Quebec maple syrup producers ;
- 3. Notice of motion concerning By-law 22-162 - Amendment to By-law 18-123 - on contract management ;
- 4. Creation of an Access to Information and Privacy Committee ;
- 5. Offer of services from Tetra Tech QI Inc. for the Quebec Strategy for Drinking Water Conservation;
- 6. Formation of a new selection committee - participatory budget;

The next meeting will be held on December 5 at 6:30 p.m. in the council chambers, 138 rue Principale.

4.2 Development Committee

Nothing new.

4.3 Recreation Committee

Halloween was a success on October 31st. Thank you to everyone. Next event, a dance with a 70's-80's-90's theme on November 19th at the Recreation Center. There is already an advertisement for the event circulating.

4.4 Library Committee

Nothing new.

4.5 Beautification Committee

Nothing new.

4.6 Lighthouse Committee

Nothing new.

5. TREASURY

5.1 Accounts payable.

RESOLUTION #22-11-161
ACCOUNTS PAYABLE

It is proposed by Councillor Mr. Raynald Banville and unanimously resolved that the Council of the Town of Métis-sur-Mer adopts the list of disbursements for October 2022 in the amount of \$84,567.87 adopts the list of accounts payable for October 2022 in the amount of \$65,754.09 and authorizes the Treasurer to make the payment of these accounts. The Treasurer certifies the availability of funds to make the above payments.

5.2 Tabling of the comparative statements of revenues and expenses to October 31, 2022.

RESOLUTION #22-11-162

FILING OF COMPARATIVE STATEMENTS OF REVENUE AND EXPENSES AS AT OCTOBER 31, 2022

GIVEN THAT section 105. 4 of the Cities and Towns Act provides that the Treasurer must table two comparative statements at the last regular meeting of Council held at least four weeks before the meeting at which the budget for the next fiscal year is to be adopted.

FOR THIS REASON,

It is proposed by Councillor Ms. Carmen Migneault and unanimously resolved that the Council of the Town of Métis-sur-Mer accepts the comparative statements of revenues and expenses to October 31, 2022, deposited by the Clerk-treasurer Mr. Stéphane Marcheterre.

6. ADMINISTRATION

6.1 Confirm the September CPI for Quebec.

RESOLUTION #22-11-163
CONFIRM SEPTEMBER CPI FOR QUEBEC

It is proposed by Councillor Mr. Simon Brochu and unanimously resolved that the Council of the Town of Métis-sur-Mer confirms the consumer price index at 6.5% for September 2022 in Quebec. This value is used to analyze the employees' salary for 2023.

6.2 To appoint the 2023 Pro-Mayors.

RESOLUTION #22-11-164
APPOINT THE 2023 PRO-MAYORS

It is proposed by Councillor Mr. Christopher Astle and unanimously resolved that the Council of the Town of Métis-sur-Mer appoints the following pro-mayors for the year 2023

January, February, March 2023 :	Raynald Banville
April, May, June 2023 :	Simon Brochu
July, August, September 2023:	Tracy Sim
October, November, December 2023 :	Carmen Migneault

6.3 Validate the 2023 council regular meeting schedule.

RESOLUTION #22-11-165
VALIDATE THE 2023 COUNCIL REGULAR MEETING SCHEDULE

WHEREAS Section 319 of the Cities and Towns Act requires Council to establish, prior to the beginning of each calendar year, a schedule of regular meetings for the ensuing year, setting the day and time for the commencement of each;

THEREFORE, it is proposed by Councillor Ms. Tracy Sim and unanimously resolved

THAT the following schedule of regular Council meetings for 2023 be adopted, commencing at 7:30 p.m:

<u>MONTHS</u>	<u>DAY</u>	<u>DATE</u>
JANUARY	MONDAY 7:30 PM	16
FEBRUARY	MONDAY 7:30 PM	6
MARCH	MONDAY 7:30 PM	6
APRIL	MONDAY 7:30 PM	3
MAY	MONDAY 7:30 PM	1
JUNE	MONDAY 7:30 PM	5
JULY	MONDAY 7:30 PM	10
AUGUST	MONDAY 7:30 PM	7
SEPTEMBER	MONDAY 7:30 PM	11
OCTOBER	MONDAY 7:30 PM	16
NOVEMBER	MONDAY 7:30 PM	6
DECEMBER	MONDAY 7:30 PM	4

6.4 Adoption of By-law 22-162 - Amendment to By-law 18-123 - on contract management

RESOLUTION #22-11-166

ADOPTION OF BY-LAW 22-162 - AMENDMENT TO BY-LAW 18-123 - ON CONTRACT MANAGEMENT

WHEREAS the Director General mentions that the purpose of this bylaw is to amend bylaw number 18-123 in order to modify certain elements of the bylaw;

WHEREAS the purpose of this amendment is to increase the maximum expenditure threshold for the awarding of a direct contract;

WHEREAS a notice of motion was given by Councillor Mr. Alexandre Tanguay at the regular meeting of October 3, 2022;

WHEREAS a copy of this by-law was available no later than two (2) days prior to this meeting from the City's Access to Documents Officer

WHEREAS a copy of this by-law was available for public inspection at the beginning of this meeting.

AS A RESULT,

It is proposed by Councillor Mr. Simon Brochu and unanimously resolved that the Council of the Town of Métis-sur-Mer decree and rule that the by-law is adopted as submitted.

6.5 Mandate a notary to make the transfer of the land Place des Marronniers to Construction Métis.

RESOLUTION #22-11-167

TO MANDATE A NOTARY IN ORDER TO MAKE THE CESSATION OF THE GROUND PLACE DES MARRONNIERS TO CONSTRUCTION MÉTIS

Concerning the Construction Métis project and the agreement reached between the Town and the organization, it is proposed by Councillor Mr. Raynald Banville and unanimously resolved that the Council of the Town of Métis-sur-Mer mandate Me Cécile Lacasse, notary, to draw up the documents for the transfer of Place des Marronniers and appoint the mayor and the director general to sign all documents in the name of the City in connection with this transfer.

6.6 Approve the draft "Métis-sur-Mer 2030 Strategic Plan" document.

RESOLUTION #22-11-167A

TO APPROVE THE DRAFT DOCUMENT "STRATEGIC PLAN 2030 METIS-ON-SEA

It is proposed by Councillor Ms. Carmen Migneault and unanimously resolved to approve the draft Strategic Plan 2030 - Métis-sur-Mer, this draft will be discussed and you can find it on the Town's website under the "news" tab

7. PUBLIC WORKS

7.1 Place des Marronniers - extension of services - offer of service from Tetra-Tech QI Inc.

RESOLUTION #22-11-168

PLACE DES MARRONNIERS - EXTENSION OF SERVICES - OFFER OF SERVICE FROM TETRA-TECH QI INC.

It is proposed by Councillor Mr. Christopher Astle and unanimously resolved to accept the offer of professional engineering services from the firm Tetra Tech QI Inc. concerning the extension of services (water and sewer) to Place des Marronniers for a lump sum amount of \$62,500 plus taxes. This amount will be paid in part by a future grant program.

7.2 Windbreak Project.

RESOLUTION #22-11-169

WINDBREAK PROJECT

WHEREAS Éco Mitis wishes to carry out the second phase of its project "Les brise-vent de La Mitis" in order to establish 15 km of windbreaks that will serve to improve the winter viability of roads, protect agricultural plots and promote ecological connectivity;

CONSIDERING THAT this project provides for sustainable agreements with landowners to ensure the acceptability and sustainability of windbreaks

WHEREAS Éco Mitis wishes to request financial assistance from the Fonds de Vitalisation de la MRC de La Mitis and the PAAR program of the MAPAQ to ensure the coordination of the project and to reduce the costs of implementation paid by the municipalities

WHEREAS Éco Mitis is requesting the support of the municipality to submit this project;

GIVEN THAT Council recognizes the benefits of windbreaks for road protection, biodiversity and compatibility with agricultural land use;

GIVEN THAT the municipal council recognizes the importance of finding sustainable solutions to promote the safety of road users in winter and to optimize its snow removal costs;

WHEREAS City Council recognizes the importance of creating sustainable and respectful collaborations with roadside property owners

FOR THESE REASONS:

It is proposed by Councillor Ms. Tracy Sim and unanimously resolved,

THAT the Town of Métis-sur-Mer supports the organization Éco Mitis in order to submit the second phase of the project " les brise-vent de La Mitis " to the Vitalisation fund of the MRC de La Mitis and to any other relevant program;

THAT the Town of Métis-sur-Mer expresses its interest in exploring the possibilities of developing windbreaks on its territory.

7.3 Winter Maintenance of 5^e Padua Road

RESOLUTION #22-11-170
WINTER MAINTENANCE OF 5^E PADUA ROW

It is proposed by Councillor Mr. Raynald Banville and unanimously resolved that the Council of the Town of Métis-sur-Mer accepts to assume the winter maintenance of the 5th Range West of the municipality of Padua for the season 2022-2023, on a length of 1.91 km for the sum of \$10,225.00. This cost was defined according to the CPI of September in Quebec which is established at 6.5 % compared to last year

7.4 Tabling of the Drinking Water Conservation Strategy 2021 Report

RESOLUTION #22-11-171
FILING OF THE 2021 DRINKING WATER CONSERVATION STRATEGY REPORT

It is proposed by Councillor Ms. Carmen Migneault and unanimously resolved that the Council of the Town of Métis-sur-Mer accepts, after having read it, the report on the 2021 drinking water savings strategy submitted by the Director General.

7.5 Countdown #4 - MacNider Paving - McLaren

RESOLUTION #22-11-172
COUNTDOWN #4 - MACNIDER PAVING - MCLAREN

CONSIDERING the progressive settlement no. 4 for the road work - McLaren and MacNider roads - RIRL, prepared by Mr. William Page-Levesque of the MRC de La Mitis municipal engineering department and approved by Mr. Richard Morin of Les Entreprises D'Auteuil et fils Inc. in the amount of \$421,954.87 plus taxes

IT IS THEREFORE PROPOSED by Councillor Ms. Tracy Sim and unanimously resolved to pay the amount of \$421,954.87 plus taxes to Les Entreprises D'Auteuil et Fils Inc. This expense is chargeable to Borrowing By-law 21-153.

7.6 Purchase of a Honda Snowblower - Unreserved Surplus and Sell Existing Yamaha Snowblower

RESOLUTION #22-11-173
PURCHASE OF A HONDA SNOWBLOWER - ACCUMULATED SURPLUS NOT RESERVED AND SELL THE EXISTING YAMAHA SNOWBLOWER

It is proposed by Councillor Mr. Simon Brochu and unanimously resolved that the Council of the Town of Métis-sur-Mer acquires a Honda snowblower mainly for the purpose of clearing snow from the skating rink, at a price of \$9,136 plus taxes, plus the non-taxable registration fee of \$95. Also, Council is putting the existing Yamaha snowblower up for sale at a price of \$3,000 plus taxes. The purchase of the snowblower will be paid from the accumulated unreserved surplus. The purchase will be made at the dealer André Hallé et Fils of Matane.

8. URBANISM

8.1 To appoint Ms. Nathalie Girard and Mr. Michel Fontaine to the CCU for a period of 2 years.

RESOLUTION #22-11-174

APPOINT MRS. NATHALIE GIRARD AND MR. MICHEL FONTAINE TO THE CCU FOR A PERIOD OF 2 YEARS

It is proposed by Councillor Ms. Tracy Sim and unanimously resolved that the Council of the Town of Métis-sur-Mer appoints Ms. Nathalie Girard and Mr. Martin Fontaine to sit on the Planning Advisory Committee as representatives of the population for a two-year period.

8.2 Request for minor exemption at 167, route 132.

RESOLUTION #22-11-175

REQUEST FOR MINOR EXEMPTION AT 167 ROUTE 132

The request is to authorize a side setback of 2.66 metres for an existing single-family residence in Zone 30 VLG, contrary to the regulation that provides for a minimum side setback of 3 metres for a main building located in Zone 30 VLG.

Considering that section 145.5 of the Act respecting land use planning and development stipulates that The resolution may also have effect with regard to work in progress or already executed, in the case where this work has been the subject of a building permit and has been carried out in good faith.

Considering that the work is already in progress and that no construction permit has been issued by the municipality for the extension of the main building

Considering that granting the minor derogation would be contrary to the Land Use Planning and Development Act

Considering that granting a minor derogation which does not comply with the Land Use Planning and Development Act would be illegal

FOR THESE REASONS,

It is proposed by Councillor Mr. Simon Brochu and unanimously resolved that the Council of the Town of Métis-sur-Mer accepts the recommendations of the Planning Advisory Committee and does not grant the requested minor derogation as stated in the public notice.

8.3 To mandate the MRC de la Mitis to prepare a by-law on specific construction, alteration or occupancy projects.

RESOLUTION #22-11-176

TO MANDATE THE MRC DE LA MITIS TO PREPARE A BY-LAW ON SPECIFIC CONSTRUCTION, ALTERATION OR OCCUPANCY PROJECTS

It is proposed by Councillor Mr. Simon Brochu and unanimously resolved that the council of the Town of Métis-sur-Mer mandate the urban planning department of the MRC de la Mitis to prepare a bylaw on specific construction, modification or occupancy projects for a building.

9. FIRE AND EMERGENCY SERVICES

9.1 2023 New Firefighter Training - Grant Program

RESOLUTION #22-11-177

2023 NEW FIREFIGHTER TRAINING - GRANT PROGRAM

Whereas the *By-law respecting the conditions for practicing within a municipal fire department* provides for the training requirements for firefighters of fire departments to ensure a minimum professional qualification

Whereas this by-law is part of a desire to guarantee municipalities the training of firefighting crews with the necessary skills and abilities to respond effectively in emergency situations

Whereas, in December 2014, the Government of Quebec established the Financial Assistance Program for the training of volunteer or part-time firefighters and it has been renewed in 2019;

Whereas, the primary objective of this program **is** to provide financial assistance to municipal organizations to ensure that they have a sufficient number of qualified firefighters to act effectively and safely in emergency situations;

Whereas, this program is also intended to promote the acquisition of skills and abilities required by volunteer or part-time firefighters working in municipal fire departments;

Whereas the Town of Métis-sur-Mer wishes to benefit from the financial assistance offered by this program

Whereas the Town of Métis-sur-Mer plans to train four (4) firefighters for the Firefighter I program over the next year to respond effectively and safely to emergency situations on its territory

Whereas the municipality must transmit its request to the ministère de la Sécurité publique through the MRC de la Mitis in conformity with article 6 of the Program.

It is proposed by Councillor Mr. Raynald Banville and unanimously resolved to submit a request for financial assistance for the training of these firefighters within the framework of the Financial Assistance Program for the training of volunteer or part-time firefighters to the Ministry of Public Security and to transmit this request to the MRC de la Mitis.

10. LEISURE AND CULTURE

10.1 Hooked on School Days from February 13 to 17, 2023.

RESOLUTION #22-11-178 **HOOKEO ON SCHOOL DAYS, FEBRUARY 13-17, 2023**

WHEREAS the Hooked on School Days will be held from February 13 to 17, 2023

WHEREAS the challenges we have experienced in relation to the pandemic spare no one, least of all the youth of our community.

WHEREAS these days are an opportunity to thank all those who are meaningful to our youth, our students and our students

CONSIDERING THAT dropout prevention does not only concern the school world, but also our entire community;

WHEREAS the Bas-Saint-Laurent has developed, through the COSMOSS initiative, a culture of considerable commitment to dropout prevention

FOR THESE REASONS, it is proposed by Councillor Ms. Tracy Sim and unanimously resolved that the Council of the Town of Métis-sur-Mer declare the 3rd week of February as "Hooked on School Days" in our municipality and make a \$50 donation to COSMOSS de la Mitis to support the cause

10.2 Rink Maintenance 2022-2023 and Access Upgrade

RESOLUTION #22-11-179 **2022-2023 RINK MAINTENANCE AND ACCESS UPGRADE**

It is proposed by Councillor Mr. Raynald Banville and unanimously resolved that the Council of the Town of Métis-sur-Mer grant a subsidy of \$6,150.00 to the Comité des Loisirs de Métis-sur-Mer for the construction and maintenance of the municipal skating rink during the winter of 2022-2023 as well as the snow removal of the main and secondary entrances of the Town Hall and the Centre des Loisirs.

Also, a modernization of the access to the ice rink is in progress, the work will be done as soon as the material is received, including an automatic lock and electrician work.

11. QUESTION PERIOD

Question period begins at 7:52 p.m. and ends at 8:00 p.m. 32.

12. ADJOURNMENT OF THE MEETING

RESOLUTION #22-11-180

ADJOURNMENT OF THE MEETING

The agenda being exhausted, Councillor Mr. Simon Brochu moves that the present meeting be adjourned at 8:32 p.m.

Jean-Pierre Pelletier, Mayor

Stéphane Marcheterre,
General Manager and Clerk-Treasurer